

BUDGET / FACILITIES SUBCOMMITTEE MEETING

MINUTES

Wednesday, April 16, 2014

Oliver Administration Building

Present

Subcommittee: Susan Rancourt, Chair; John Bento (4:58 p.m.), Marjorie McBride, and Paul Silva

School Committee, Administration and Staff: Diana Campbell, John Saviano, Melinda Thies, Mario Andrade, Pauline Silva and George Simmons (4:41 p.m.)

Susan R. called the meeting to order at 4:38 PM.

Approval of Minutes

MOTION: Paul S. made a motion to approve the minutes of the March 17, 2014 meeting; seconded by Marj M. The motion passed unanimously.

New Business

FY15 Lunch Contract

Pauline S. explained that the East Bay Business Managers worked as a consortium to complete the single-year lunch contract RFP for FY15 which was submitted to RIDE for approval. Once approved by RIDE, the School Department sent out bids to three vendors. Of those three vendors, one was disqualified because they did not attend the mandatory pre-bid conference; the other vendor withdrew their proposal the night before the bid was due leaving Chartwells School Dining Services as the only bidder. Pauline S. reported that Chartwells administrative fee is the lowest in the State providing Bristol Warren's School Department a proposed profit margin of \$72,000. Chartwells also restored \$2000 of the \$5000 in scholarships offered. Pauline S. believes Chartwells has offered a great proposal.

MOTION: Marj M. made a motion to move Chartwells FY15 lunch contract bid to the full School Committee for approval; seconded by Paul S. The motion passed unanimously.

Old Business

Tennis/Volleyball Discussion

A request was made by a subcommittee member to contact Christy Belisle, Athletic Director, for the official number of students participating in the 2013-2014 Volleyball Sport and Tennis Club Sport.

Melinda T. responded that she will contact Christy B. to request that information and submit to the School Committee in her weekly report.

MHHS Summer Projects

George S. reported that the MHHS Summer Projects are 99.9% complete. He cited a safety issue that needs to be addressed concerning the new doors that were installed near the folding petition wall which need to be secured to prevent the doors from swinging. George S. is currently in contact with Maron Construction for their input on correcting this issue.

Guiteras and KMS Doors Update

George S. reported that the materials to complete the doors at Guiteras School are in transit. He is confident the work will be completed during the 2014 April vacation.

George S. reported that the KMS doors are 100% finished.

Fields Update

George S. reported that he has been in contact with Hali Beckman to discuss various bid packages detailing plans for Guiteras field. Hali Beckman should be providing a finalized package in the next week.

George S. reported that the installation of the donated scoreboard at Guiteras field has been delayed.

Susan R. reported that after the recent heavy rains, sink holes developed at KMS field which were quickly filled by a local contractor who donated time and materials to remedy the problem. Although the

sink holes were repaired, Susan R. said that the fields were still unplayable due to the effects of the heavy rain.

General Maintenance of the KMS fields was discussed. A recommendation was made to re-open conversations with Tom Gordon, Warren Town Manager, in regard to the Bristol Warren School Department taking on the responsibility of maintaining the KMS fields. George S. will research cost to the School Department for maintaining the KMS fields and report back to the Subcommittee at the next meeting.

Surplus Vans Update

Pauline S. reported that the surplus vans were scrapped for \$1,140.

(George S. left at 5:06 p.m.)

FY14 Budget Update

Pauline S. distributed April's Expenditure Reports for the Subcommittee's review. Questions were asked and answered.

Pauline S. reported that due to a recent ruling by a judge in favor of the Bristol Warren School Department, the Town of Warren was ordered to pay their apportioned share of the FY13 budget request. On April 10th, Warren wired that amount to the School Department's account. Pauline S. stated that the amount received from the Town of Warren will be assigned to OPEB.

FY15 Budget Update

Pauline S. reported that the FY15 budget was built with unknowns that required educated estimates based on current trends. Pauline S. said she was happy to report that in the areas of health care and dental, the actual percent increase was significantly less than what was projected providing the District with some savings.

(Diana C. left at 5:46 p.m.)

Next meeting – Monday, May 19, 2014

Adjournment:

MOTION: At 6:03 p.m. Marj M. made a motion to adjourn the meeting; Paul S. seconded. The motion passed unanimously.

kd